

Use and Finance Bi-Annual Reporting Form

Reporting Period (check one): January 1, 2017 through June 30, 2017
 July 1, 2017 through December 31, 2017

University/College: Lansing Community College

Number of Projects to Report: 3

Estimated Impact on Tuition and Fee Rates:¹ None

	Project Description	Project Timeline	Project Costs		Funding Sources	
1.	Gannon Conference Center – This project was included in the June 2017 report. The project scope increased in order to meet the expected capacity and quality of services provided as part of the conference center. The scope now includes an additional full range kitchen and ventilation system. It also upgraded to new technology and media displays. The additional costs of \$850,000 increases the total project to \$3,750,000.	Start Date: 5/2017 Completion: 1/2018	Property Acquisition	\$ _____	Tuition	\$ _____
			Remodeling	\$ <u>850,000</u>	Millage	\$ _____
			Additions	\$ _____	Bond Proceeds	\$ _____
			Landscaping/Roads	\$ _____	Donations	\$ _____
			Equipment	\$ _____	Federal	\$ _____
			Other (specify)	\$ _____	Other (Plant Fund)	\$ <u>835,000</u>
			Total:	\$ <u>850,000</u>	Other (Auxiliary Fund)	\$ <u>15,000</u>
					Total:	\$ <u>850,000</u>
2.	Health and Human Services Building – This project includes replacing the cooling tower and chiller in the building.	Start Date: 10/2017 Completion: June 2018	Property Acquisition	\$ _____	Tuition	\$ _____
			Remodeling	\$ <u>1.4M</u>	Millage	\$ _____
			Additions	\$ _____	Bond Proceeds	\$ <u>1.4M</u>
			Landscaping/Roads	\$ _____	Donations	\$ _____

¹ This amount shall be calculated by dividing the amount of tuition revenue that is annually budgeted for the institution's share of a project's cost by the most recent fiscal year equated student count for the institution.

	Project Description	Project Timeline	Project Costs		Funding Sources	
			Equipment	\$ _____	Federal	\$ _____
			Other (specify)	\$ _____	Other (specify)	\$ _____
			Total:	\$ <u>1.4M</u>	Total:	\$ <u>1.4M</u>
3.	West Campus – This project includes updating the heating, ventilating and air conditioning system and make-up air units to current standards based upon current utilization of the facility.	Start Date: 10/2017 Completion: June 2018	Property Acquisition	\$ _____	Tuition	\$ _____
			Remodeling	\$ <u>1.9M</u>	Millage	\$ _____
			Additions	\$ _____	Bond Proceeds	\$ <u>1.9 M</u>
			Landscaping/Roads	\$ _____	Donations	\$ _____
			Equipment	\$ _____	Federal	\$ _____
			Other (specify)	\$ _____	Other (specify)	\$ _____
			Total:	\$ <u>1.9M</u>	Total:	\$ <u>1.9 M</u>

Instructions:

1. Projects shall be reported on this standard form and submitted to the Joint Capital Outlay Subcommittee, the fiscal agencies, and the State Budget Office ***on or before June 30 and December 31 of each year***. Submission to the above parties shall be accomplished by posting the reports on the institution's website under the "Budget and Performance Transparency Reporting" section. If an institution has no projects to report for a six-month period, enter "None" next to "Number of Projects to Report" located on the top of the form.
2. Reports shall include all contracts entered into for new construction of ***self-funded projects costing in excess of \$1,000,000.00***. Projects funded by State capital outlay appropriations are not to be included in these reports. Once submitted, a project does not have to be listed in any subsequent report, unless a change in project cost has occurred. In such case, the subsequent use and finance report shall clearly state that the project cost has changed, listing the dollar amount of the change, and including reasons for the cost change.
3. New construction includes land or property acquisition, remodeling and additions, maintenance projects, roads, landscaping, equipment, telecommunications, utilities, and parking lots and structures.
4. Project Description should include a basic overview of the project including the purpose and justification for the project.
5. Reports shall detail by amount the funding sources that are supporting a project (e.g. tuition, fees, bond funds, millage, donations, etc.).
6. ***Penalties:*** Statutory language in the appropriation act for Universities and Community Colleges provides that institutions shall comply with the current use and finance requirements of the Joint Capital Outlay Subcommittee and provides for a 1.0% reduction in State appropriations for each violation.

Statutory References

Management and Budget Act, 1984 PA 431, Section 238, MCL 18.1238

State School Aid Act, 1979 PA 94, Section 208, MCL 388.1808

State School Aid Act, 1979 PA 94, Section 275a, MCL 388.1875a